

October 9, 2002

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, October 9, 2002, at 7:15 p.m. in the Torrance Community Television studio located in the Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Craft, Korman, Haussmann, Mikulicich Jr. (arrived 7:25 p.m.), Tsao, and Vice Chair Perkins

Also Present: Cindy Hibbard, Clerk Typist
Michael Smith, Cable Television Administrator

Excused: Cahill

3. FLAG SALUTE:

Commissioner Haussmann led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Haussmann moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES:

- a) **September 11, 2002**
Minutes were not available for approval. Held for the next meeting.

6. SCHEDULED BUSINESS:

- a) **Community Matters – NONE**
b) **Committee Reports**

(1) Producer Incentive

The Committee conducted the second meeting on September 6th. The topic was Marketing, Promotion, and Image Development for Your Show, and Story/Show Ideas taught by Mariela Fernandez, Mariela Communications and Commissioner Craft. It was very well attended. The next meeting scheduled is October 4th on Field and Studio Lighting Techniques.

MOTION: *Commissioner Korman moved to accept the Producer Incentive Committee Report for September 2002. This motion, seconded by Commissioner Haussmann, carried with an aye vote.*

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures

The Committee met to modify the definition of "TCTV Original Production" and "Bicycled" Productions as defined in Torrance Community Television Operating Policies and Procedures. The agreed to certain language and its recommendation is stated in item 6F1.

MOTION: *Commissioner Craft moved to accept the Operating Policies and Procedures Committee Report for September 2002. This motion, seconded by Commissioner Korman, carried with an aye vote.*

(4) Future of Access - NONE

C) Report of Community Television Center – September

Administrator Smith discussed the statistics for the month. He highlighted 14 new programs were completed compared to 4 in 2001 and 8 in 2000. He also noted studio usage was at 52%. Smith also noted 11 "It's Your TV" Brochures were mailed and 2 became Certified Users this month.

Brief discussion followed.

MOTION: *Commissioner Haussmann moved to accept the Torrance Community Television Center Report for September 2002. This motion, seconded by Commissioner Craft, carried with an aye vote.*

D) Report of Legislative and Cable Related Activities – September, 2002

Administrator Smith gave a brief summary of the report. He mentioned Time Warner will reduce its current basic digital charges are \$41.95 per month, and the new rate will be \$39.95. He also reported AT&T Broadband will eliminate 675 Denver-based jobs by mid-December and a total of 1,700 by July 2003 as part of the company's pending merger with Comcast Corp., company officials announced.

Brief discussion followed.

MOTION: *Commissioner Craft moved to accept the Legislative and Cable Related Activities Report for August 2002. This motion, seconded by Commissioner Mikulicich Jr., carried with an aye vote.*

E) Old Business - NONE

F) New Business

- 1) Recommendation from the Operating Policies and Procedures Committee and the Cable Television Administrator that the Board approve the following modifications to TCTV Operating Policies and Procedures: (a) Section VI, Article A. "There are two categories of programs that may be cablecast on TCTV. "TCTV Original Production" are those programs produced by a Certified User. "Bicycled" Productions are those programs not produced by a TCTV Certified User." (b) Various cursory changes such as channel location, elimination of TCTV ID Card, identification of tape formats, removal of the "Paragon" name.

Administrator Smith and Committee Chair Mikulicich Jr. gave a brief summary of the report.

Brief discussion followed.

MOTION: *Commissioner Craft moved to accept the recommendation, this motion, seconded by Commissioner Tsao, carried with an aye vote.*

G) Addendum Matters – NONE

7. ORAL COMMUNICATIONS:

- a) Secretary Hibbard wish everyone Happy Halloween.
- b) Administrator Smith mentioned CitiCABLE Supervising Producer/Writer Kendra Kostecky and Photographer Darren Doerschel had traveled to Kashiwa, Japan with the Torrance delegation for the 30th Anniversary of the Sister City relationship.
- c) Administrator Smith also invited the Commission to watch the upcoming presentation of the State of the City, on CitiCABLE 3 beginning at 10:30am, 3 and 9pm October 9 through November 5th.
- d) Administrator Smith also invited the Commission to watch the first edition of CitiCABLE's new children's series, Story Island. The first episode is on obedience.
- e) Commissioner Craft mention his daughter, Suzette will be on the District, October 12 on CBS channel 2. She will also be on KOCE Monday's at 5 and 5:30pm.
- f) Commissioner Korman expressed her disappointment that the Torrance Symphony concert was not covered recently.
- g) Commissioner Haussmann thanked everyone for hosting the October Producer Monthly Get-together, she felt they did a really good job.
- h) Commissioner Haussmann expressed her appreciation to the Committee for supporting the idea for modifying the rules to allow Torrance Producer's to use their own equipment yet be considered original TCTV productions.

- i) Commissioner Mikulicich Jr. wished everyone Happy Columbus, Veterans, and Election Day.
- j) Commissioner Perkins reminded and encouraged everyone to get out and vote on November 5th.
- k) Commissioner Tsao mentioned how difficult it was to find a parking spot given the activity at the Armstrong Theater.

8. ADJOURNMENT:

Vice Chair Perkins adjourned the meeting at 8:11 p.m. to reconvene on Wednesday, November 13, 2002 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable Television Administrator

Roll Call: Craft☐ Haussmann☐ Korman☐ Mikulicich, Jr.☐ Perkins☐ Tsao☐ Cahill☐